Utah State Tax Commission
Property Tax Division • **propertytax.utah.gov**

GenTax County Logon Request

PT-301
Rev. 10/15

Clear form

Section 1: To be completed by requestor

➔Check one of the following: ☐ Add new user ☐ Delete user ☐ Re-enable user ID: _____

Name: _____

Job title: _____

County: _____

Email address: _____

Phone: _____

Agency/office: _____

Office mailing address: _____

Date change should be effective: _____

By signing this application for access to the Utah State Tax Commission computer systems, you acknowledge you have read and understand the following policy statement and agree to adhere to it.

You are applying for access to one or more computer systems. You understand this access is granted solely in conjunction with your assigned duties as an employee or representative of the county noted above. You are responsible for all IDs and passwords issued to you and must protect them from unauthorized use.

By accessing and using this government system, you are consenting to system monitoring for law enforcement and other purposes. Unauthorized use or disclosure of protected information is prohibited and may subject you to state and federal criminal prosecution and penalties, as well as civil penalties.

_____ _____
Applicant's signature Date

_____ _____
Authorized county official's signature Date

_____ _____
Authorized county official's name (PRINT) Title

➔Return completed form to the Property Tax Division, 210 North 1950 West, Salt Lake City, UT 84134, or fax to 801-297-3699.

Section 2: To be completed by Property Tax Division

Security group: _____

Request authorized by: _____

Section 3: To be completed by Tax Security

Request completed by: _____

Date completed: _____

Logon ID assigned: _____